



SUGAR HOUSE P A R K

Sugar House Park Authority

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Sugar House Park Authority | May 8, 2025, Minutes

Date/Time: Thursday, May 8, 2025, from 6:00 – 8:15 pm

Location: Webex

Board Members Present:	Anchor Location:
Siavash Ghaffari, Holly Nichols, Jackie Rosen, Richard Layman, Roxanne Christensen, Toby Hazelbaker, Patrick Leary, Jascha Clark Board Members Absent: Shehan Jaro Others: Danielle Calacino, Diane Booth, Chris Thayer, Sue McJames, Geoff Ellis, Isaac Astill, Holden Bradley	There is no physical location. If you have questions or need further assistance, contact Danielle Calacino at (385) 468-1801.

This meeting will be conducted virtually only via Webex meetings. Agendas, recordings, and meeting minutes can be accessed on the Utah Public Notice site at utah.gov/pmn/

Call to Order

Siavash Ghaffari – President

Public Comment - Opening

Siavash Ghaffari - President

Siavash Ghaffari opens public comments, but no community members attend to make any.

Approval of Special Events and Athletic Field Use Requests

Siavash Ghaffari – President

Name/Organization/Event	Document Reference	Reservation Date(s)	Board Decision
AMC Fall Employee Appreciation – Holden Bradley	Portfolio 1	10/10/2025	Holly Nichols motions to approve, Jackie Rosen seconds. The board approves unanimously.

Administrative Items for the Board

- Approval of March 2025 Meeting Minutes
 - Siavash Ghaffari – President*

Siv asks the board to review the March meeting minutes and make any comments if they have any.
Richard Layman motions to approve, Holly Nichols seconds. The board approves unanimously.
- Approval of April 2025 Meeting Minutes
 - Siavash Ghaffari – President*

Siv asks the board to review the April meeting minutes and make any comments if they have any. Richard proposes one minor change. Jackie Rosen motions to approve, Richard Layman seconds. The board approves unanimously.

3. Approval of April 2025 Financial Statements

a. *Shehan Jaro – Treasurer*

Due to Shehan's absence, Siv delays the presentation and approval of the April 2025 Financial Statements until next meeting.

Miscellaneous Items Follow-up from April's Meeting

- Siv reminds the board about their in-person meeting on June 12th at the Garden Center.
- Siv tells the board that they got a speed monitor trailer at the park, and it was set-up for about a week. He mentions that the trailer didn't have data collection, which he'd like to have, and Patrick says he will look into getting one that does.
- Jackie informs the board that the FFKR Architects overseeing the hotel project on the Sizzler property are working on getting zoning approval. They are looking at doing a smaller setback than what is standard, and the height of the building will be higher than what is initially zoned for the area, so they are submitting both things for approval by Salt Lake City. Jackie also mentions they are communicating with them about the arboretum plans and the architects are looking into a possible re-designation of a portion of the park to Open Space rather than a Park to work around certain zoning restrictions. She clarifies that eventually these plans will go to a public hearing but for now they are ideas they have.

Holly tells the board that the same idea floated around when she was board president, and her research concluded that the board would be involved in the request and would have to give their approval to re-designate a portion of the park to open space. She says that the re-designation would possibly mean they couldn't call it a park anymore and that is the bigger issue they would need to discuss.

Roxy asks about the proposed sidewalks and crosswalks the property owners want to install from the hotel into the park, and if they could also install a pedestrian traffic light to stop cars at those intersections. Siv says they can discuss it further next meeting.

- Patrick says they are still reviewing the contract between Salt Lake County and the Sugar House Park Authority, and that there are some changes they want to make before it's finalized.
- Patrick also says they are continuing to work on the contract between Salt Lake County and TreeUtah, where in addition to what TreeUtah is already providing to the park, they would then provide hands-on assistance with the arboretum, host educational events, and the like in exchange for using space at the park to house trees. He says Jackie brought up something that now needs more attention from the Salt Lake County District Attorney's and if the original Articles of Incorporation from 1957 will be red tape from finalizing the contract. They plan to circle back and hopefully have more information at the next meeting.

Summary of Highland High School South Property Line Retaining Wall Options

Isaac Astill

Isaac Astill with the Salt Lake City School District presents proposed changes to Highland High School and the configuration of the property to the board. He shows a site plan for the high school, parking lots, and the tennis courts, then three options for a tiered wall. The project is to improve functionality for students by providing more parking and space for athletics. They plan to do this by recapturing the land owned by Highland High School but currently used by Sugar House Park, working with the Sugar House

Park Authority board to maintain an aesthetic divide between the properties, and are looking at a 4-year timeline to complete the project. The project would affect approximately 150 ft of the current grade in the park and require the removal of the Hidden Hollow Pavilion where it currently stands, a concrete volleyball court, and a horseshoe pit.

The board vocalizes numerous questions, concerns, and ideas regarding the project and how it will affect the park and park users.

Chris Thayer, Sugarhouse Park Manager, says his main concern is the unavoidable graffiti that will happen often on the proposed wall, and the constant maintenance it will require to clean it. Isaac says because the wall is on school property, they will be the responsible party for upkeep and maintenance but can't promise maintenance requests to remove graffiti would be tackled if it happens on a weekend. Siv decides that the board will take into consideration everything discussed at this meeting, deliberate further and plan to discuss it again on next month's agenda.

Garden Center Transition Update

Holly Nichols

Holly tells the board that there is now a new roof on the Garden Center, but they are still waiting for the aluminum soffit replacement on the back of the building. She also says plumbing work is starting immediately and that she received pricing to install Wi-Fi in the building that came in higher than expected, so she is looking into creating a budget and at other routing options. Holly also mentions that the agreement with the Garden Club is still an ongoing project, but she will now be focusing her efforts on finalizing it.

Holly says she has coordinated a Garden Center Workday on Saturday May 31st from 1:00-5:00 pm and will send out a follow-up email that will include what work needs to be done and what supplies are needed.

Holly, Roxy, and Siv briefly talk about financials, and Holly and Roxy plan to follow up on how they plan to pay the plumbing contractors for the work.

Geoff Ellis and Sue McJames of the Garden Clubs mention that the garden clubs are doing well and are growing in membership, and they are thrilled about the repairs to the building.

Financial Claim Against Sugar House Park

Jackie Rosen

The board decides to close the session for the discussion of pending or imminent litigation under Utah Code 52-4-205(1)(c).

Jackie Rosen motions to go into closed session, Richard Layman seconds. The board approves unanimously.

The board re-opens the meeting to the public from the closed session.

Capital Improvement Projects (CIP) / Master Plan Committee Update

Richard Layman & Roxy Christensen

Roxy tells the board that the ZAP Application will open in June, but they are still unsure of what the requirements will be for their submissions. She also recaps the three projects they are planning to submit for, with the projects going through Salt Lake County as deferred maintenance:

- Culinary Waterline Construction

- Playground Replacement in the southeast corner of the park
- Garden Center, Greenhouse, and Maintenance Building Replacements

She mentions that TreeUtah has submitted their ZAP Tier II application which included a request for funds to help manage the arboretum in the park. That would include replacing lost or broken tree tags, keeping the trees mulched, and hosting educational events and an annual tree planting event in the park every year. Roxy says she wrote a letter of support for their application, and Richard confirms ZAP Tier II application decisions are made in October, and that's when TreeUtah will know if they'll be receiving the money or not.

Roxy also tells the board that the Salt Lake City Mayor presented her budget to the City Council, which included the park's cost of operation and maintenance for 2025 and all the projects they have submitted thus far. The budget recommends the approval of said items which will be voted on in June, with money being available by around August or September. The line items regarding Sugarhouse Park, if approved, would be their 50% share of capital funds for next year, which is about 1 million dollars. She says Salt Lake City also approved their 50% share for the Storm Water Impact Fee and they will be receiving the funds shortly.

Big Field & Parley's Creek Pavilion Construction Update

Roxanne Christensen – Vice President

Roxy shows the pavilions' construction schedules with a start date of May 26 and a hopeful completion date of August 26. She says this doesn't account for Rocky Mountain Power's work with realigning their transformer and electric work. Due to that, the time frame of the project could extend causing some issues with possible reservations in September.

Roxy mentions that their permit is still awaiting approval by Salt Lake City, which is causing the delay to start the actual demo work, but some work has started that doesn't require the permit. Patrick offers to call some of the connections he has in the Salt Lake City Public Utility office to inquire about the permit along with Toby to help get it moved forward.

Arboretum Update

Roxanne Christensen – Vice President

Roxy tells the board they received confirmation they have been approved of and received Arboretum Level I status and has been preparing a news release for the website.

She also mentions she has been working on the report for the federal grant they received.

Roxy says there are currently 78 species of trees in the park, and they will need 100 species if they want to advance to Level II, which TreeUtah will be helpful in achieving that goal.

Jackie Rosen mentions that the QR codes on the tree tags let you email that tree a positive note, which is a fun and interactive thing patrons can participate in.

Incident Reports and Park Updates

Patrick Leary

Patrick tells the board that the Salt Lake City Fire Department has performed three different high water rescue training courses in the pond so far this year in preparation for spring runoff.

He mentions they hosted the Salt Lake City Marathon on the 26th, which was successful, and unfortunately there was an accident in the park on May 1 between an automobile and a biker. He

reports that 911 was called, the police and an ambulance arrived at the scene, and they checked out and released the biker who was fortunately fine.

Per Roxy's request, Patrick will look into obtaining the police report for their record.

Patrick also tells the board that on the operations side, the drinking fountains will be up and running prior to Mother's Day, and Chris is doing spot watering near Big Field because the power has been turned off to the automatic sprinkling system. He mentions they haven't started irrigation formally yet for the season, they are doing it as needed currently and are waiting to know about the electrical issue near the Parley's Creek Pavilion to determine if they will be hand watering on the upper fields as well.

Roxy mentions a patron reported they were in the park during the day when the sprinklers suddenly came on without warning, and said they felt like that was unsafe. Danielle says she received that same email, and says Chris Thayer stated that happens during the spring because they have to test out the sprinkler system leading into the summer, but staff will try and let patrons know when they see them throughout the park. Richard mentions the possibility of posting signs warning of potential watering during the day to alert patrons, with Patrick agreeing that it could be a good idea.

President's Report

Siavsah Ghaffari – President

Siv tells the board that the police monitored the park eight times in the last month and there were no incidents, just traffic and people lingering after hours.

He says there are now two ice cream trucks illegally vending in the park, and he plans to drive the park more often to report it and make claims following their new process. He mentions that currently these incidents aren't high priority for police officers to be sent out, and by the time they do the vendors are gone, so it's a challenge they are continuing to work through.

Lastly, Siv asks all the board members to fill out their conflict-of-interest forms, and complete their Utah Open Meetings training, then send both forms to him and Danielle.

Other Business

Social Media / Website – Roxanne Christensen

Roxy says she is posting consistently as things arise and made sure to post about the watering, so patrons are aware. She also says that there were over 11,000 interactions with the website during April, which is significant.

Siv quickly asks Patrick about the 2024 Operational and Maintenance budget, with Patrick saying they are still working on it and are not ready to share it quite yet.

Patrick briefly mentions that Salt Lake County Parks & Recreation staff are planning a clean-up of the Draw, which is the area west of the tunnel that connects the park to the businesses across the street. Salt Lake County holds an easement on it which includes keeping it maintained, and typically they hold a spring clean-up in the area every year, with this year's planned for Friday, May 16. He invites the board to join in the efforts and mentions expanding the work to include the Hidden Hollow area as well.

Lastly, Roxy mentions the reservation sign at the Fabian Lakeside Pavilion and the plaque the board approved have been officially installed. She also thanks Patrick's team for the newly installed signs the County put in for the bathrooms, accessible parking, and park rules.

ADJOURN

Siavash Ghaffari motions to adjourn meeting.